

KOUGA LOCAL MUNICIPALITY (EC108)
DIRECTORATE: FINANCE & ECONOMIC DEVELOPMENT
NOTICE NO: 59/2024
(RFQ): SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE

Prospective service providers are hereby invited to submit informal quote for the Supply, delivery and installation of office furniture.

DETAILED SPECIFICATION IS AVAILABLE ELECTRONICALLY:

An electronic copy of the Terms of Reference will be available on E-Tender portal www.etender.gov.za or the municipal website www.kouga.gov.za as from **FRIDAY, 08 March 2024**. After downloading the Terms of Reference from the website each prospective bidder **MUST** ensure that a complete Terms of Reference document is printed.

CONDITIONS OF THIS RFQ:

- Telegraphic, telephonic, telex, facsimile, email or late tenders will not be accepted.
- This contract will be evaluated on the 80 (price)
- The specific goals would be for a maximum point of 20 points. To claim for specific goals prospective bidders **MUST** submit proof/required documents.
- **An electronic copy of the completed tender document with returnable documents must be submitted with tender submission saved a in a flash drive or CD. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON EITHER USB or CD will deem the bid non-responsive.**
- A valid SARS Tax Compliance Status Pin may be requested to verify tax status.
- Prospective Service Providers must register on Kouga Municipality's Supplier database as per the registration requirements.
- The National Treasury Central Supplier Database Summary report must be submitted.
- The Council reserves the right to accept any tender and, or part thereof, appoint more than one contractor, and does not bind itself to accept the lowest or any tender. The Council reserves the right to appoint any contractor.
- The validity period for submission must be 90 days from the closing date.
- RFQ's that are deposited in the incorrect box or delivered to any other venue will not be considered.

Any information regarding this formal quote can be obtained from Ms. A Meyer at ameyer@kouga.gov.za and copy tenders@kouga.gov.za

Quotations in a sealed envelope endorsed "**NOTICE NO: 59/2024 " SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE "**" must be placed in the Tender Box **21 St Croix Street (back entrance) or 16 Wolfemade Street (front entrance)**, Jeffreys Bay, Room 122 on or before **TUESDAY, 19 MARCH 2024 at 12:00.**

D. DE JAGER

DEPUTY MUNICIPAL MANAGER

P.O Box 21
JEFFREYS BAY
6330

For Placement: Municipal Website/ Municipal Notice Boards in all offices/areas –08 March 2024

ALLOCATION OF SPECIFIC GOALS:

NO	Specific Goals Categories	Max points allocation	Evaluation Indicators
1	B-BBE Status Level Contributor	10	As for BBBEE points allocation please see table above.
2	The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province.	10	10 Points- Located within the boundaries of the Kouga Local Municipality 6 Points- Located within the boundaries of Sarah Baartman District Municipality 4 Points- Located within the boundaries of the Eastern Cape 1 Point- Outside of the boundaries of the Eastern Cape